

15 March 1963

DIA DECLASSIFICATION/RELEASE INSTRUCTIONS ON FILE

MEMORANDUM FOR: Members of the Coordination Staff

SUBJECT : Concept and Management of NIS Program

1. An important action which must be taken to reorient the NIS Program and to develop more precisely the broad principles in which the consensus of the United States Intelligence Board (USIB) has indicated concurrence (USIB-D-51.1/4, 15 March 1963), is to reach community agreement upon a statement of the concept of, and procedures for managing, the revised Program. This action can perhaps be taken most expeditiously through the mechanism of preparing a substitute for the present Nature, Purpose, and Scope of the NIS Program, which appears as the first section in the NIS Standard Instructions. I believe that the substitution can be made by USIB under the authority of NSCIDs and the present NIS Standard Instructions.

2. The attached two draft papers, Concept of the NIS Program, and Direction and Management of the NIS Program have been prepared following our staff discussions and reflect our consensus on these subjects at this time. Taken together, these two drafts are intended to replace the present section Nature, Purpose and Scope of the NIS Program.

3. Will you please discuss these drafts informally with your agencies and ascertain their reaction to the approach we have taken. In any discussions, it should be emphasized that these drafts represent only the initial preliminary views of the Coordination Staff and are being circulated with the thought that they will provide a basis for further discussions and coordination with the agencies concerned.

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Assistant for Coordination

Copy sent on 19 Mar 63 to:

W S Lester - State

S. L. Nickelsburg - DIA

CDR H W Holschuh - Navy

J W Easton - DIA

under transmittal slip with note, "Attached for information only"

DRAFT
15 March 1963

Direction and Management of the NIS Program

1. The Director of Central Intelligence is responsible for overall coordination of the NIS Program and for the coordination of the NIS Program with other departmental and interdepartmental basic intelligence programs.
 2. The United States Intelligence Board (USIB) is responsible for providing policy direction and guidance to the NIS Program. For this purpose, USIB performs the following specific functions:
 - a. Establishes overall policies for the Program.
 - b. Allocates responsibility for production and maintenance of NIS in accordance with the mission, production capability and primary interest of the agencies concerned.
 - c. Approves priorities for the production of NIS.
 - d. Establishes policies for the dissemination of NIS.
 3. The NIS Committee assists USIB in carrying out its responsibilities for the NIS Program, and is responsible to USIB for the continuing coordination and management of the Program. The NIS Committee consists of a full-time chairman representing the Director of Central Intelligence, and appointed by him with the concurrence of USIB, and a designated member from the Department of State, the Central Intelligence Agency (CIA), and the Defense Intelligence Agency. CIA, DIA, and State jointly furnish the necessary working staff to support the NIS Committee. The CIA furnishes the administrative support for the NIS Committee and its staff. In carrying out its mission, the NIS Committee is responsible to
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USIB for:

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- a. Recommending to USIB allocation of responsibilities and priorities for the production and maintenance of NIS.
 - b. Establishing NIS production and maintenance schedules, based upon USIB-approved priorities and agency capabilities.
 - c. Determining the scope and treatment to be given each NIS area.
 - d. Approving and issuing NIS Outlines and Outline Guides.
 - e. Reporting to USIB annually on the status, including estimated costs, of the NIS Program as a whole, and at such other times and on such aspects of the Program as may be appropriate.
4. All USIB agencies are responsible for:
- a. Producing and maintaining the NIS units which have been allocated to them by USIB and the NIS Committee as production responsibilities.
 - b. Implementing, as appropriate to their collection responsibilities, the collection efforts required for NIS production and maintenance.
 - c. Contributing, in accordance with applicable NSCIDs and DCIDs, to the more detailed or transient basic intelligence which may be required, over and above the NIS.
5. The CIA performs the following services of common concern with respect to the NIS Program:
- a. Provides final editorial review of NIS contributions to ensure consistency and responsiveness to procedures and guide lines approved by the NIS Committee.
 - b. Processes and publishes the NIS.
 - c. Disseminates the NIS in accordance with policies established by USIB.
 - d. Furnishes the administrative support to the NIS Committee and its staff.

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- e. Performs such administrative and other common services which the NIS Committee determines can best be done centrally.

DRAFT
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Concept of the NIS Program

The NIS is a comprehensive digest of the basic intelligence on foreign areas required as a foundation for strategic planning, high-level operational planning, and for the development of foreign policy. It is designed to meet the requirements, for these purposes, of high-level planners and policy makers and their staffs in the Department of State, Department of Defense, the Joint Chiefs of Staff, the military services and major military commands, and other Government agencies. To meet additional basic intelligence needs, including those of lower level planning and operational levels in the Armed Forces, the Department of State, and other Government agencies, more detailed basic intelligence shall be produced as appropriate on a departmental or interdepartmental basis to supplement that contained in the NIS.

In general, the intelligence presented in the NIS is concerned with the relatively unchanging natural features, fundamental characteristics and basic resources of a country or other area and may cover such fields as the geographic, transportation, sociological, political, economic, scientific, and military aspects of such country or area.

Production for the NIS Program requires an over-all collection effort covering all foreign countries and areas. The intelligence data resulting from this collection and continuous processing necessarily are more comprehensive and detailed than those appearing in the printed NIS and constitute a reservoir of data to serve as a basis for supplemental departmental and interdepartmental basic intelligence production as needed.

The NIS Outline and Outline Guides in their entirety represent the maximum for presentation of basic intelligence which would be required as a foundation for high-level strategic planning or development of foreign policy with respect to the most complex country on which comprehensive coverage might be required. They do not prescribe a standard requirement for NIS coverage on any specific country or area. For each NIS, the extent of treatment given to any topic in the Outline and Outline Guides, over and above Chapter I, shall be based upon an explicit determination on an individual basis by the sense in which, and the degree to which, that topic applies significantly to the particular country or area under consideration. The Outline and Outline Guides are thus to be flexibly adapted to the country or area or topic concerned, on the premise that each NIS should contain the minimum essential data for high-level planning which can be kept up-to-date at reasonable intervals.